

COLORADO DEPARTMENT OF TRANSPORTATION
CONTRACTOR COMMITMENT TO MEET OJT REQUIREMENTS

Instructions

This form is for the use of obtaining project credit toward an on-the-job training (OJT) goal for the training of an apprentices / trainees.

To complete the form, please provide the following information as directed.

1. Type of Approved Program: Check the box(es) that fits the program that your company plans to use.
2. FHWA Project Number: This is the (FHWA) longer number associated with the project. You will often see letters and numbers associated with this project number. EX: NHPP348 -1246
3. Project Code (SA#): Provide the five-digit code associated with the project. (EX: 29999)
4. Location: This is the location for the project. It should include the county(ies) and city if applicable. If a town or city is not near, provide the county, the highway, and the mile markers.
5. Region: This is the CDOT Region where the project takes place. If you are unsure of the region, please consult the [map](#) listed here.
6. Prime Contractor Name: Fill in the name of the prime contractor.
7. Subcontractor Name: Fill in the name of the subcontractor attempting to get OJT credit for the project.
8. Training Hours Required: Fill in the number of training hours required for this project. This can be found from the prime contractor and in the advertised project documents.
9. Name/ Title of Contractor Representative: Provide the name and title of the contractor's representative that will be administering the OJT program for the contractor.
10. Telephone Number and Email Address: Provide the phone number and email address of the person that will be administering the OJT program for the company listed in box six or seven as applicable.
11. Classification of Trainees: List the classifications for trainees that will (likely) be used on this project.
12. Approximate Training Start Date: List the approximate (month/year) date when training is expected to start.